

Retention and Classification Report

Agency: Uintah Basin Association of Governments (Utah) (2953)

855 East 200 North (112-3)
Roosevelt, UT 84066
435-722-4518

Records Officer

25532	Financial audit reports
25531	Minutes - Economic Development District Board
25529	Minutes - Uintah Basin Association of Governments
25530	Minutes - revolving loan fund board
22537	Water quality management application

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25532

3

TITLE: Financial audit reports

DATES: 1986-

ARRANGEMENT: Chronological by year

DESCRIPTION:

These are reports prepared by external auditors examining and verifying the municipality's financial activities for the year. "The audit required for any fiscal year shall be completed within six calendar months after the close of the fiscal year" (UCA 51-2-2 (1997)). The audit is required to include "the financial statements; the auditor's opinion on the financial statements; a statement by the auditor expressing positive assurance of compliance with state fiscal laws identified by the state auditor; a copy of the auditor's letter to management that identified any material weaknesses in internal controls discovered by the auditor, and other financial issues related to the expenditure of funds received from federal, state, or local governments to be considered by management; and management's response to the specific recommendations" (UCA 51-2-3(1)(a) (1997)).

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule MUN 5, Item 5.

AUTHORIZED: 09/08/2004

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently after being microfilmed.

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25532

TITLE: Financial audit reports

(continued)

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Administrative Fiscal Historical

PRIMARY CLASSIFICATION:

Public

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25531

3

TITLE: Minutes - Economic Development District Board

DATES: 1986-

ARRANGEMENT: Chronological by year

DESCRIPTION:

These minutes are the official record of the proceedings of regularly scheduled, special and emergency council meetings. They are adopted and approved by the council during their next public meeting. The minutes include the date, time, and meeting place; members present and absent; "the substance of all matters proposed, discussed, or decided, and record, by individual member, of votes taken; the names of citizens who appeared and the substance in brief of their testimony; any other information that any member requests be entered in the minutes" in accordance with UCA 52-4-7 (1997).

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 59.

AUTHORIZED: 09/08/2004

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25531

TITLE: Minutes - Economic Development District Board

(continued)

authority to weed.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Administrative Historical

PRIMARY CLASSIFICATION:

Public

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25530

3

TITLE: Minutes - revolving loan fund board

DATES: 1986-

ARRANGEMENT: Chronological by year

DESCRIPTION:

These minutes are the official record of the proceedings of regularly scheduled, special and emergency council meetings. They are adopted and approved by the council during their next public meeting. The minutes include the date, time, and meeting place; members present and absent; "the substance of all matters proposed, discussed, or decided, and record, by individual member, of votes taken; the names of citizens who appeared and the substance in brief of their testimony; any other information that any member requests be entered in the minutes" in accordance with UCA 52-4-7 (1997).

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 59.

AUTHORIZED: 09/08/2004

FORMAT MANAGEMENT:

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Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25530

TITLE: Minutes - revolving loan fund board

(continued)

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Administrative Historical

PRIMARY CLASSIFICATION:

Public

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25529

3

TITLE: Minutes - Uintah Basin Association of Governments

DATES: 1987-

ARRANGEMENT: Chronological by year

DESCRIPTION:

These minutes are the official record of the proceedings of regularly scheduled, special and emergency council meetings. They are adopted and approved by the council during their next public meeting. The minutes include the date, time, and meeting place; members present and absent; "the substance of all matters proposed, discussed, or decided, and record, by individual member, of votes taken; the names of citizens who appeared and the substance in brief of their testimony; any other information that any member requests be entered in the minutes" in accordance with UCA 52-4-7 (1997).

RETENTION:

Retain permanently

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 59.

AUTHORIZED: 09/07/2004

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 25529

TITLE: Minutes - Uintah Basin Association of Governments

(continued)

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Administrative Historical

PRIMARY CLASSIFICATION:

Public

AGENCY: Uintah Basin Association of Governments (Utah)

SERIES: 22537

3

TITLE: Water quality management application

DATES: 1974-1975

ARRANGEMENT: none

DESCRIPTION:

This is an application for designation as section 208 Water Quality Management Agency. It includes statistics on employment, water quality, power, population, waste management of the area. Section 208 is part of the Federal Water Pollution Control Act.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently and then microfilm.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Administrative Historical

This application to be designated water quality management agency for the area under Section 208, with related statistics, is of value for research purposes.

PRIMARY CLASSIFICATION:

Public